



Request for Proposal (RFP) for Unifi Networking Equipment

Summary and Background:

La Familia Medical Center (LFMC) is accepting proposals from qualified vendors to provide Unifi networking equipment. The goal is to implement a full replacement of current Meraki networking equipment with Unifi equipment.

As of the date of this, LFMC employs 161 full time and part time staff, 23 of which are members of Union of American Physicians and Dentist – AFSCME, Local 206.

We are publishing this request for proposals (“RFP”) to gather bids for Unifi Network Equipment for LFMC for 2025-2026 FY.

This award may be funded in whole or in part by the United States Health Services Administration.

Please submit proposals by Friday, February 6, 2026.

If you have questions, please contact Drew Welker, 505-395-5236 or drwelker@lfmctr.org.

Guidelines for bidders:

We will accept proposals for this project until 5 p.m., 2/6/2026. We require all proposals to clearly represent their subcontracting intentions. All documents must be prepared and signed by those authorized to do so. All costs must be listed in USD. Further terms are subject to development pending the selection of a proposal.



Project purpose and scope:

The purpose of this RFP is to identify and select a qualified vendor to **supply Ubiquiti UniFi network equipment** to fully replace La Familia Health's existing Cisco Meraki environment. LFH has already determined the specific UniFi models and quantities required; this RFP is for **equipment procurement only** and does not include design, configuration, or deployment services.

The selected vendor will be responsible for:

- Providing the UniFi hardware specified in this RFP (including gateways, switches, wireless access points, optics/transceivers, and related accessories) to replace all current Meraki firewalls, switches, and access points.
- Ensuring all equipment is new (not refurbished), genuine, and sourced through authorized channels, with full manufacturer warranty.
- Providing clear lead times, shipping, and delivery to LFH sites as specified.
- Supplying any required documentation (invoices, packing lists, warranty details, and serial number lists) to support LFH asset management and lifecycle tracking.

All network design, configuration, migration from Meraki to UniFi, and ongoing administration will be performed in-house by La Familia Health's IT Department.

Agreements must be in writing and include federally required terms. LFMC will not accept a proposal as a substitute for a conforming agreement but can accept an agreement integrating proposal cost and project specifications. Refusal to agree to such terms will result in withdrawal of the award. Please refer to Addendum A for Federally Required Agreement Terms. LFMC can consider reasonable modifications to these terms, as long as the terms remain consistent with federal requirements.

Proposal timeline and project deadline:

Proposals are due in writing to LFMC before 5 p.m. **2/6/2026**. Proposals will be evaluated until Feb 13, 2026, after which all proposers will be notified of their status within three business days. Upon contract award, the agreement must be in place with one (1) month. This award may require Board of Directors approval.

Current Environment:

La Familia Health's current network infrastructure is built on Cisco Meraki and provides core connectivity and security services across all LFH sites. The Meraki environment



delivers centralized management and monitoring of firewalls, switches, and wireless access points, supporting both clinical and administrative operations.

Current Meraki-based network capabilities include:

Centralized cloud management of firewalls, switches, and wireless access points across all LFH locations.

Security, compliance, and reporting features, including firewall rules, content filtering, and activity/logging for auditing purposes.

Reliable wired and wireless connectivity for staff, providers, and clinical systems, including support for roaming in clinical areas.

Segmentation of voice, data, and server networks through VLANs to support VoIP, EHR systems, and other critical applications.

Site-to-site VPN connectivity between main and satellite sites, enabling secure access to centralized resources.

Remote access VPN services for authorized staff and vendors to securely connect to internal resources.

Guest wireless services with appropriate isolation from internal networks.

Network health monitoring and alerting for device status, WAN connectivity, and performance issues.

Integration with existing on-premises infrastructure, including Hyper-V clusters, Dell EMC storage, Synology backup appliances, and IP-based phones and printers.



LFMC will evaluate proposals based on the following criteria:

Vendor Product & Capability Requirements

Vendors should indicate whether they can meet the following requirements:

Product & Sourcing

Ability to supply the exact Ubiquiti UniFi models and quantities specified in this RFP (gateways, switches, access points, optics/transceivers, and related accessories). Status as an authorized Ubiquiti reseller/partner (please indicate level, if applicable).

All equipment provided will be new, genuine, and unopened (no used, refurbished, or gray-market hardware).

Any proposed substitutions (if a listed part is unavailable) will be clearly identified, with equivalent or better specifications, and will require prior written approval from La Familia Health.

Logistics & Fulfillment

Ability to provide firm lead times and estimated delivery dates for all requested equipment.

Ability to ship to multiple LFH locations if required, with appropriate packaging and handling to protect equipment in transit.

Willingness to provide partial shipments if some items are delayed, when approved by LFH.

Warranty & Support Coordination

All hardware includes full manufacturer warranty as offered by Ubiquiti for the specific product lines quoted.

Vendor will assist with warranty registration and provide required documentation (serial numbers, warranty terms).

Vendor will coordinate RMAs and warranty replacements with the manufacturer on LFH's behalf, if requested.

Documentation & Asset Management

Provision of detailed packing lists and serial number lists for all delivered equipment to support LFH asset tracking and inventory.

Provision of product datasheets and warranty information for all quoted items.



Price & Terms

Clear identification of unit pricing, extended pricing, and any volume discounts applied.

Disclosure of any shipping, handling, or additional fees.

Confirmation of quote validity period (minimum number of days pricing will be honored).

Equipment Required

Device	Quantity
U7 Pro	22
USW-Pro-Max-48-PoE	21
UDM-SE	4
UCG-Ultra	3
UDR7-US	1
UX7-US	3
USW-Lite-8-POE	2
USW-Pro-8-PoE	1

Selection of prevailing bidder and award of this contract is at the sole and exclusive discretion of LFMC, a not-for-profit New Mexico Corporation.

Addendum A:

ADDENDUM FEDERALLY REQUIRED TERMS

La Familia Medical Center (“Client”) and (“Service Provider”) (collectively, the Parties) hereby mutually agree to the following terms and conditions applicable to agreements funded in whole or in part by the Federal Government:

1. Federal Exclusion. Each Party represents and warrants that the Party (including its respective employees or agents providing services under this Agreement) (i) has not been placed on the sanctions list issued by the Office of the Inspector General of the Department of Health and Human Services pursuant to the provisions of 42 U.S.C. 1320a(7), and (ii) has not been excluded from government contracts by the General Services Administration and has not been convicted of a felony or any crime relating to health care. The Parties will provide one another prompt written notice in the event that this representation and warranty becomes untrue during the term of this Agreement. Either Party may terminate this Agreement immediately upon notice if the other Party (or its respective employees or agents providing services under this Agreement) becomes sanctioned, excluded or convicted as contemplated by this provision.
2. Performance Monitoring. Client will review and monitor the performance of this contract on receipt of invoice from service provider, or no less than bi-annually. All monitoring data will be Client’s sole and exclusive property. Client may request additional information or performance improvements from service provider.
3. Books and Records; State and Federal law. The Parties acknowledge that the services that are the subject of this Agreement are or may be funded in whole or in part by State or Federal grants, loans, agreements, guarantees or other state, federal or charitable funding source. The Parties agree to keep books, documents and records in such form



and for such duration as may be required by federal and state laws, and to provide access to such books, documents and records on reasonable request of the other, or any of their duly authorized representatives, for federal, state or charitable financial and programmatic reporting, performance monitoring, and audit requirements, if applicable. The availability of books, documents and records will at all times be subject to such criteria and procedures for seeking or obtaining access as may be promulgated by federal regulations and other applicable laws. Disclosure under this provision will not be construed as a waiver of any legal rights to which either Party may be entitled under statute or regulation.

4. Nondiscrimination. All services provided hereunder shall be in compliance with all applicable federal and state laws prohibiting discrimination on the basis of race, color, religion, gender, national origin, handicap or veteran status, or other State of New Mexico or Federally recognized classification.
5. No Current or Prior Conflict of Interest. The Parties represent and warrant that its officers, employees, and agents, or controlling persons have no business, professional, personal, or other interest that would conflict in any manner or degree with the performance of its obligations under this Agreement.
6. Arm's Length Transaction. The Parties agree that compensation for services is consistent with fair market value in an arm's length transaction and was not determined in a manner that takes into account the volume or value of referrals or business otherwise generated between the Parties.
7. Confidentiality of Patient Health Information. If and to the extent applicable, the parties shall comply with all requirements established by The Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), regarding safeguarding and protecting individually identifiable health information from unauthorized disclosure, including any patient's individually identifiable health information. The parties agree to amend this Agreement as required to comply with HIPAA, and to protect any individually identifiable health information that any party (or its employees, agents and contractors) accesses performing under this Agreement. The parties (and their employees, agents, and contractors) shall maintain the confidentiality of all patient and/or individual party information in accordance with all other applicable state and federal laws and regulations regarding the confidentiality of such information. The parties (and their employees, agents, and contractors) shall not divulge such confidential information to any third parties without the patient's or party's prior written consent, except, as to patients, unless required by law or as necessary to treat such patient.
8. Termination With or Without Cause. This Agreement may be terminated with or without cause by either Party on sixty (60) day advance notice in writing to the other Party. **If**



and to the extent the master or primary agreement incorporates alternate advance notice of less than 60 days, the alternate notice terms shall be effective.

9. Federal Tort Claims Act. CLIENT represents and warrants that CLIENT and its employees are deemed to be federal employees and as such are covered for medical liability, certain negligence claims, and related cyber liability claims under the Federal Tort Claims Act (“FTCA”). Service Provider acknowledges that the FTCA extends immunity from suit to CLIENT subject to the FTCA and FTCA program conditions, and that the FTCA does not extend to Service Provider, nor will the FTCA respond to indemnity claims by Service Provider. Jurisdiction, choice of law, and venue for any and all claims arising from this agreement that are covered by the FTCA shall lie in the United States Department of Health and Human Services and the Federal Courts.
10. Federal Contract and Credentialing Compliance. To the extent any term in the Master or Primary Agreement(s), however titled, conflict with the terms stated in this Addendum, the Addendum will control. **The Parties acknowledge that the federal government may at its discretion require additional terms at any time. Should that occur, the Parties agree to amend the Agreement(s) or this Addendum for consistency with federal or state guidance and regulations.**

Signed:

Chief Executive Officer
La Familia Medical Center

Date:

Signed:

Authorized Representative

Date: